

CUCHARAS SANITATION AND WATER DISTRICT (CSWD)
16925 STATE HIGHWAY 12
CUCHARA, COLORADO 81055
Regular Meeting Minutes of the Board of Directors
January 13th, 2023

1. **CALL TO ORDER:**

Larry Dasenbrock opened the meeting at 9:00

2. **PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was led by David George

3. **ROLL CALL:**

LARRY DASENBROCK: Present

DAVID GEORGE - Present

JIM ALT - Present

STEVEN DAVIS – Present

RON BARBEE: Present

Staff present: Shaylee Andreatta & Kristan Lowe

Visitors present: None

4. **Approval of Agenda:**

Larry asked if there were any changes or additions to today's agenda. There were none.

Jim Alt made a motion to approve the January 13th, 2023 agenda as presented. David George seconded the motion. All in favor. Motion carried, 5/0.

5. **MINUTES CORRECTION AND APPROVAL: December 9th, 2022 Regular Meeting Minutes:**

Board members reviewed the December 9th, 2022 Regular Meeting Minutes prior to today's meeting. Larry Dasenbrock asked if there were any changes or additions. There were none.

Steven Davis made a motion to accept the December 9th, 2022 Regular Meeting Minutes as presented. Jim Alt seconded the motion. All in favor. Motion carried, 5/0.

6. **TREASURER'S REPORT:**

Jim Alt reviewed financial documents for month end December and year end 2022 and gave board members a chance to ask questions. Jim provided an overview of the cumulative items through December and reviewed page 1 & 2 of the treasurer report documents. He explained the capital interest grew on the reserve accounts. He explained a couple large payments were made for the entire year. An advance payment was made to Caselle, for the utility billing software fees and to GIS for the district's mapping software. Jim also explained the payments made on behalf of legal services have been fluctuating due to the attorney's schedule. Also, the cost for chemicals needed have continued to rise. Lastly, Jim explained payroll amounts were higher due to there being 3 pay periods in December.

Ron Barbee made a motion to approve the December 2022 Treasurer's Report as presented. Steven Davis seconded the motion. All in favor. Motion carried, 5/0.

7. **Public Forum:** Nothing to report

8. **REPORTS OF OFFICERS, COMMITTEES PROFESSIONAL CONSULTANTS and STAFF:**

a. **Operations Status Report:** Reported by Shaylee Andreatta, Detailed Report Attached

b. **Administrator Report:** Reported by Shaylee Andreatta, Detailed Report Attached

c. **Water Stewardship Committee Report:** Nothing to report

Jim Alt plans to attend the meeting later in January and will provide an update to the board at the next regular meeting.

d. **Legal Case Updates**

Jim Alt went over the email provided by Stuart Corbridge of Vranesh and Raisch and briefly reviewed each case. There are no new cases and no action is needed by the board at this time. The board agreed to not oppose on case 22CW3081 and no further discussion is needed.

e. **Rules and Regulations Committee report:**

The committee hopes to regroup in 2023 to continue revisions on section 6.

f. **Personnel Committee:**

Nothing to report.

staff work on a report to show all bills regardless of payment method. Kristan Lowe and Shaylee will set up a call with Hayden to see if he can help with creating the report needed. Kristan will provide the report once it's available.

- **CSWD Staffing Update:**

Shaylee Andreatta and Larry Dasenbrock plan to complete 90 day reviews with Tanner Sporcich and Tucker ShROUT immediately following today's meeting. Glenn Hillis is on his 180 probation period for Team Lead and will meet for an evaluation at a later time.

10. NEW BUSINESS:

- **Resolution 01-2023 Posting of Notices of CSWD Board of Director's Regular Meetings**

Board members reviewed proposed Regular Meetings for 2023 prior to today's meeting.

Ron Barbee made a motion to approve the proposed Regular Meetings for 2023 as presented. Jim Alt seconded the motion. All in favor. Motion carried, 5/0.

- **Approve 2023 Official CSWD Holiday's**

Board members reviewed the proposed holidays and noticed an error on one of the dates. The error has been corrected. Jim Alt asked that the staff post the notices on the Cuchara.org website and on the door in the office.

Jim Alt made a motion to approve the Official Holidays notice as amended. Steven Davis seconded the motion. All in favor. Motion carried, 5/0.

- **2023 Budget Message Approval**

Jim Alt expressed he would like to review the total number of customers presented. The Board agreed to conditionally approve the Budget Message based on a review of the total number of customers.

Steven Davis made a motion to approve the Budget Message Approval based on JA's review and approval of total customers listed. David George seconded the motion. All in favor. Motion carried, 5/0.

- **Front Range Winwater Quote 0005587 Approval:**


Shaylee Andreatta explained the need for meter supplies and stated she plans to purchase meter pit assemblies. The plan is to bring all meters that are inside houses out to the curb. Shaylee went over the costs and delivery schedules and stated she'd like to move forward with the purchase of 25 new meters.

Jim Alt made a motion to approve the purchase of 25 new meters from Front Range Win Water. Ron Barbee seconded the motion. All in favor. Motion carried, 5/0.

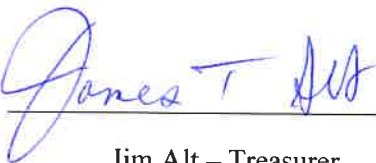
11. Executive Session as needed pursuant to C.R.S. – Nothing to Report

12. ADJOURNMENT:

Jim Alt made a motion for an adjournment of today's meeting. Steven Davis seconded the motion. All in favor. Motion carried. The meeting was adjourned at 11:12 am.


Larry Dasenbrock: President


David George: Vice President


Jim Alt – Treasurer


Steven Davis: Secretary


Ronald Barbee: Director at Large